

**WILLIAMSBURG PLANNING COMMISSION  
MINUTES  
Wednesday, June 15, 2005**

The regular monthly meeting of the Williamsburg Planning Commission was held on Wednesday, June 15, 2005, at 3:30 p.m. in the Council Chambers at the Stryker Building, 412 North Boundary Street.

**CALL TO ORDER and ATTENDANCE**

Chairman Young called the meeting to order. Present in addition to Mr. Young were Commissioners Pons, Hertzler, McBeth and Rose. Commissioners Smith and Friend were absent. Also present were Planning Director Nester, City Attorney Phillips, Zoning Administrator Murphy and Secretary Scott.

**MINUTES**

After Messrs. Pons and Young made corrections, Mr. Pons moved that the minutes of the May 18 meeting and the May 23 worksession be approved. Mr. Hertzler seconded the motion which carried by roll call vote of 5-0.

Recorded vote on the motion:

Aye:	Hertzler, Pons, Young, Rose, McBeth
No:	None
Absent:	Friend and Smith

**CONSENT AGENDA**

There were no items on the consent agenda this month.

**OPEN FORUM**

Chairman Young opened the Open Forum portion of the meeting encouraging comments from the audience on any topic.

There being no comment the Open Forum portion of the meeting was closed.

**PUBLIC HEARINGS -- none**

## **SITE PLANS AND SUBDIVISIONS**

**SPR #05-008: Williamsburg United Methodist Church – 27,795 square foot expansion (Special Use Permit #05-014) – zoned RS-2 Single Family Dwelling District. The Commission approved the site plan with contingencies by a vote of 5-0.**

Zoning Administrator, Murphy reviewed the memorandum dated June 10, 2005 and stated that representatives from the Church and AES Consulting Engineers are present today to respond to any questions.

Comments from the Board/representatives included:

- Full funding for the project will be in place shortly with over half the expenses covered by pledges and negotiations with a local bank proceeding.
- There is no entrance from Jamestown Road to the rear of the site.
- The site will be losing about 20 parking spaces and no traffic study was required.

Mr. Pons moved that the site plan be approved with the following contingencies:

1. Recordation of a plat extinguishing the interior property lines prior to the issuance of any land disturbing or building permits for the project.
2. Recordation of an easement for the meter vault and sidewalk prior to a certificate of occupancy being issued for the addition.
3. Obtaining a City right-of-way permit for work on City streets.
4. Obtaining a VSMP permit from the State prior to the issuance of any building or land disturbing permits for the project.
5. Purchasing regional access credits from the City prior to the issuance of any land disturbing or building permits for the project.
6. Resolving minor engineering details to the satisfaction of City staff.

Mr. Hertzler seconded the motion which carried by roll call vote of 5-0.

Recorded vote on the motion:

Aye: Hertzler, Pons, Young, Rose, McBeth  
No: None  
Absent: Friend, Smith

**OLD BUSINESS -- none**

## **NEW BUSINESS**

### Site Plan Review Committee

Mr. Nester distributed copies of a proposed amendment to the Planning Commission's bylaws and stated that to ensure that we always have a quorum of the Site Plan Review Committee, it is proposed that in addition to the three regular members of the Committee (appointed by the Chairman), one alternate member be added. The alternate member would have a vote in the event that one of the regular members is absent or has a conflict of interest and cannot vote. Mr. Nester said the change requires an amendment of the Commission's bylaws and the proposed amendment needs to be announced 30 days prior to taking a vote. The vote on this change will be scheduled for the July 20 regular meeting.

Mr. Pons asked for confirmation that any Planning Commission member can attend these Committee meetings, and Mr. Nester said they are welcome.

## **OTHER -- none**

## **INFORMATION ITEMS**

Planning Department Monthly Report  
Monthly Financial Statement

## **PUBLIC HEARINGS SCHEDULED FOR JULY 20, 2005**

- PCR #05-015: Request of Roseland Property Company for a special use permit to reduce certain front, side and rear yard requirements for High Street Williamsburg, 1424-1446 Richmond Road and 150-176 Ironbound Road. This property is zoned ED-2 Economic Development District. Because of proposed interior public streets, several of the commercial and residential buildings will not meet the yard requirements, and the ED-2 District regulations permit reductions to be considered in order to allow an innovative or creative layout and to allow buildings to relate better to the streetscape.
- PCR #05-017: Request of Roseland Property Company for approval of a preliminary plat (master plan) for the townhouse section of High Street Williamsburg, a 53 lot townhouse subdivision located at 1424-1446 Richmond Road and 150-176 Ironbound Road. This property is zoned ED-2 Economic Development District.

There being no further business the meeting adjourned at 3:40 p.m.

Jesse Young, Chairman  
Williamsburg Planning Commission